

## Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	March 19, 2015
Time	2 pm to 3:15 pm
Location	101A Owen
Attending	Colin Blakely, Rita Bullard, Jim Carroll, Bob Densic, Tara Fulton, Chris Karshin, Don Keller, Patrick Koehn, Beth Kubitskey, Marianne Laporte, Sandy Norton, Eric Owen, Carl Powell, Scott Storrar, Denise Tanguay, Fraya Wagner-Marsh
Absent	John Dugger, Pamela Lemerand

### Meeting convened by Patrick Koehn at 2:09 pm

#### I. Agenda approved

- Moved by Denise Tanguay, seconded Don Keller, approved unanimously

#### II. Review and approval of February 19, 2015 meeting minutes

- Moved by Beth Kubitskey, seconded by Denise Tanguay, approved: 7 yes, 0 no, 3 abstention

#### III. Facilities Projects

##### a. Ongoing Campus Projects

- Rackham's lower level is closed; abatement and demo phase moving west to east. Spring/summer exterior renovations; power washing, masonry/limestone work, sidewalk closings
- Sculpture Studio's abatement work begins next week; classes are being held elsewhere. Southern wing of Sculpture Studio will be demolished. In July there will be some utility work shutdown in Sculpture Studio, Ceramic Studio and Central Store
- Work continues on McKenny's 3<sup>rd</sup> and 4<sup>th</sup> floors in preparation for the Foundation's move
- When weather warms, sidewalks will be revised in some areas, with repairs near Strong and Student Center. \$450K budgeted for ADA
- Concern for students parking in dark lot near the Sculpture Studio
- April: sidewalk repairs around campus, \$450K budgeted annually for ADA and accessibility issues
- Self-serve furniture purchasing site, any progress? Waiting for Purchasing's approval. Physical Plant will inquire with Purchasing as to when the site will be available
- All FF&E requests with FY15 funding are due by May 1, 2015 deadline

##### b. 3-Year Capital Plan

##### c. Capital Funding

- \$8.9M FY16 Capital Budget approved, which includes
  - \$6.85M for Rackham renovation, Honor College expansion, Wise Hall renovation, First Year Center refresh
  - \$875k for Classroom Technology
  - \$1.4M for safety enhancements (AEDs, cameras, sidewalk repairs, ADA etc), DPS renovations
  - \$1.64M for other campus investment including parking lots, paving, and athletic facilities
- Capital Budget approved at 3/17/15 Board of Regents meeting. Funds available for work to begin on these projects in May
- Goal is to get capital improvements budget to \$15M

##### d. IT Projects

- Carl Powell distributed handout, "Technology Update-March 2015 EEFC"

- FY16 Upgrades
  - Summer 2015
    - Classroom Technology for Porter (40 rooms) & Strong (11 rooms)
    - Wireless and VoIP in new Sculpture/Ceramics Studio
    - Wireless in Village Apartments (SU15)
    - Finish Halle Mobility Lounge
  - Fall 2015
    - VoIP in King
- Future Upgrades
  - Wireless: Brown/Munson, Pease, Hover, Warner (2nd floor), Welch
  - VoIP: Briggs, Pease, Psychology Clinic and Rynearson
- e. Classroom Technology
  - FY16 Porter and Strong
    - Because the FY16 Capital Budget was approved in March, classroom technology work will start in May
  - Current Buildings Upgrade Schedule
    - Operational: Mark-Jefferson (Science Complex), Marshall, Owen, Pray-Harrold, Rackham, Roosevelt, Alexander
    - Summer 2015: Porter, Strong (10 rooms)
    - Summer 2016: Ford, McKenny, Sherzer, Sill
    - Summer 2017: Boone, Bowen, Briggs, Halle, Olds-Robb, Psychology Clinic, Quirk, Sculpture/Ceramics, Warner

#### **IV. Computer Refresh**

- Ongoing Campus Projects
  - CHHS – inventory completed, will purchase computers when next \$6K is received. Will probably reduce the number of machines from 36 to 20, and reconfigure some of the space for plug-in options
  - COE – Thinking of reconfiguring the Bonisteel space and reducing number of computers
  - CAS – Draft of (lab) rotation, will have final version next meeting. Using lab & studio fees to augment funding to improve refresh time
  - COB – refresh each lab oldest to newest as funds accumulate
  - COT – 26 new machines, installed on Friday but issues with the machines. Installed Macs with solid state drives (known issues); working on getting them up and running
  - Library – will need to wait and accumulate funds before they refresh
- Are any other Colleges using lab and studio fees for computer labs? COT is, COB has discussed it

#### **V. Classroom Scheduling**

- Patrick Koehn prepared summary of issues for Provost including; teaching far from home building, hybrid courses, 400/500 courses
- Jim Carroll will email the report to the associate deans
- 80% classroom allocation to Colleges
  - Be more mindful when scheduling hybrids, mini-courses
  - 400/500 courses should be assigned by College, not the system
  - DH/SD will be responsible for the allocation of the special courses
- Can this report be made available to the EEFC? Yes, it could be emailed to the committee
- Will software be updated soon? Working with Provost's Office for funding for the upgrade (\$65K one-time fee). What does the upgrade entail? Will bring us to the current version; Carl Powell will work with IRIM to get the upgrade details
- Classroom assignment for SU15 done, FA15 not assigned yet

- Is there a process for selecting software, allowing input from constituents, faculty? It depends on the software; historically IT isn't involved with all software purchases. IT welcomes input as long as it doesn't interfere with their summer work

## **VI. Other agenda items**

## **VII. Adjourn**

- Meeting adjourned at 2:55 pm

Winter Term Meeting Schedule/Locations:

~~Thursday, January 15 — 3:30 pm to 4:45 pm — 205 Welch~~

~~Thursday, February 19 — 2 pm to 3:15 pm — 101 Roosevelt~~

~~Thursday, March 19 — 2 pm to 3:15 pm — 101A Owen (current)~~

Thursday, April 16 — 2 pm to 3:15 pm — 210 Alexander